



THE CITY OF SAN DIEGO

April 16, 2008

RE: ATTENDANCE AT UPCOMING COMMUNITY ORIENTATION WORKSHOP

To: Elected Members of Council-Recognized Community Planning Groups:

This is an invitation to elected members of Council-recognized community planning groups to attend a Community Orientation Workshop (COW).

Each year, City staff conducts a 4-hour COW session on a Saturday morning to review Council Policy 600-24 and to discuss other topics of interest. This year's session has been scheduled for **Saturday morning, May 17th 8:15 a.m.** The session will be held at the Metropolitan Operations Auditorium, 9192 Topaz Way in Kearny Mesa.

The City's records indicate that you are an elected member of a community planning group. Attendance by all planning group members at a COW session within 12 months of being elected or appointed is required by City Council Policy 600-24, "Standard Operating Procedures and Responsibilities of Recognized Community Planning Committees". This COW session will assist you in your understanding of how you, as an individual, and your planning group can be indemnified in case of legal action against the group. It's also a great opportunity to hear dialogue about operations of community planning groups, and the generally required procedures.

Please call the City Planning & Community Investment Department at **619-235-5200** to register for this workshop. An agenda and directions to the workshop site are included with this letter. Feel free to contact your chair or Lara Gates at 236-6006, if you have any questions about the session.

Mary P. Wright, AICP
Deputy Director, City Planning & Community Investment Department

cc: Community Planning Group Chairs

City Planning & Community Investment Department
202 C Street, MS 5A • San Diego, California 92101-3865
(619) 236-6479 • (619) 236-6478 (FAX)

City of San Diego
COMMUNITY ORIENTATION WORKSHOP

Saturday, May 17, 2008
MWWD Metropolitan Operation Center
9192 Topaz Way in Kearny Mesa

AGENDA

Sign-in	8:15 AM
Greetings to Planning Group Members Bill Anderson, Deputy Chief, Land Use and Economic Development	8:30 AM
Review of the Purpose and Structure of the Session Mary Wright, Deputy Director	8:50 AM
Roles and Responsibilities of Community Planning Groups Melissa Devine, Senior Planner	9:00 AM
Applicability of the Brown Act to Community Planning Groups Marianne Greene, Deputy City Attorney	9:20 AM
Discussion	9:40 AM
Description of Breakout Sessions	10:00 AM
Break 10:15 - 10:30 AM	
First Breakout Session Choose a topic from list below	10:30 AM
Second Breakout Session Choose a second topic from list below	11:30 AM
Conclusion of Workshop	12:30 PM

Topics for Concurrent Breakout Sessions:

1. Capital Improvements Planning and Facilities Financing Plans
2. Development Review Process, Discretionary Permits and Environmental Review Process
3. Code Enforcement
4. General Plan

